

Salem County Board of Taxation

The December 10, 2014 Monthly Meeting of the Salem County Board of Taxation was called to order by President Steven Caltabiano at 8:30 a.m. in the Salem County Board of Taxation's Office, 110 Fifth Street, Salem, NJ 08079. Compliance with The Open Public Meeting Act was recognized. A roll call of Tax Board members indicated that all members were present.

The minutes for the November Monthly Board Meeting were presented for review and approved on a motion by Hall/Voros 5-0.

In the ADMINISTRATOR'S REPORT John Snyder requested Board approval to close the Board office on the day after Christmas, December 26th 2014. Motion Hall/Connor 5-0 John reported that the Deadline for submission of 2015 Tax List will be as follows; 2015 **Proof** Book; **12/22/14** 2015 / **Final** Book; **12/29/14**

John informed the Board that we would be unable to donate our MP-90 Microfilm Printer/Copier to the Salem County Historical Society as previously approved.

Commissioner Sparks recommended we enter into a written loan agreement with SCHS to make the equipment available for their use when it is returned in a refurbished condition . The Board directed Administrator Snyder to follow up and report back.

UNFINISHED BUSINESS, Added/Omitted Tax Appeals

Alloway 01-2014006DA Raspa Added Assessment Removed

Oldmans 07-2014013AA Bundy Pro-Rated Months Changed
07-2014014AO Mexichem Omitted Year Changed

Pilesgrove 10-2014055DA Wilkinson Valuation & Pro-Rated Changed

Woodstown 15-2014028AA Banko Valuation Changed

Motion to approve;Voros/Sparks 5-0

Total of 5 A/O Appeals considered and adjudicated by Salem County Board of Taxation.

SR1A SUMMARY REPORT REVIEW John reported to the Commissioners that this month all Municipal Assessors in the County were able to comply with Board Policy to turn around Deeds within 60 days as their part of the Sales Ratio Analysis.

Under NEW BUSINESS; Commissioner Hall requested an explanation of the enhanced guidelines recently sent by e-mail from Priscilla Tomkinson, New Jersey Division of Taxation Field Rep. regarding classification of Non Usable Sales Codes. This information was forwarded to the Salem County Commissioners and Assessors by John in an effort to remedy any confusion regarding the quality of supporting documentation necessary to remove a sale from the Sales Ratio Study. John requested and Ms. Tomkinson responded with a more detailed and specific set of guidelines to be used going forward to help improve understanding of the Division's criteria and improve communication between Assessors and the State Field Investigator assigned to Salem County. Commissioner Hall thanked John for the explanation.

PUBLIC COMMENT

There being no other members of the public present and no public comments were offered, the meeting was adjourned. Motion; Sparks/Hall

It was announced that the next Board Meeting would be Wednesday, January 14, 2015 at 8:30 a.m. in the Salem County Board of Taxation Office, 110 Fifth Street, Salem NJ.